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**PSYCHOLOGICAL  
OR PSYCHIATRIC  
ASSESSMENTS AND  
EXAMINATIONS**

Psychiatric or psychological diagnostic assessments/examinations may be used to resolve uncertainties regarding whether child abuse or neglect has occurred, the nature of the problem, or the capacity of the parents to use and benefit from protective and preventive services. The Examination Authorization/Invoice For Services (DHS-93) form may be used for assessment/examination costs in Children's Protective Services cases.

A psychiatric or psychological assessment/examination may be purchased using the DHS-93, if:

1. The service is not available without charge through local resources, including community mental health agencies.
2. The service is not a covered service through Medicaid (MA). If MA eligibility exists and the service is covered under the MA program, the provider must bill the MA program.
3. The parents are unable or unwilling to pay and do not have private insurance which will cover the needed service. Private insurance must be billed prior to using the DHS-93.

In unusual circumstances, if a unique assessment/examination is required, an exception may be made with prior approval, even though third party payment is available. Prior approval is to be obtained from the local office director, district manager, or designee.

Use of the DHS-93 for payment of psychological and psychiatric services is restricted to psychological and psychiatric assessment/examination only. **Treatment services may not be authorized using the DHS-93.** Treatment services may be funded through MA, when it is a covered service, private insurance or appropriate purchase of service contracts.

An estimated cost of the assessment/examination is to be obtained prior to the provision of service. The vendor's fee for service should not exceed the estimated cost. The estimate and the billing for service, shall include a detailing of service, **including** the cost of:

- Individual testing.
- Clinical interviews.

- Writing the report.
- Recommendations for treatment. (Recommendations must be included in each assessment or examination report.)

Court ordered assessments/examinations are to be paid for by the court issuing the order or from county funds, not through state funds via the DHS-93, unless the department has specifically requested that the court order the assessment or examination.

See Services Requirements Manual (SRM) 234 for codes used in completing the DHS-93.